

**July 3, 2024**

Roll Call: Mr. Willis, Present

Mr. Hensler, Present

Mr. Haller, Present

Motion by Hensler second by Willis to approve the meeting minutes of June 26, 2024.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Jackson County Engineer Melissa Miller, Highway Department Superintendent and Maintenance Supervisor Jason Sickles** were present to discuss several topics as detailed in the following resolutions:

**Resolution 128-24**

Motion by Hensler second by Willis to approve the Temporary Work Agreements on Evans Rd. to replace cross pipe and water flow betterments with two different property owners.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Resolution 129-24**

Motion by Hensler second by Willis to approve the Temporary Work Agreements on Brohard Rd. with two different property owners, to replace the bridge.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Engineer Miller** stated she received a grant to stripe the roads this fall, which is \$150,000.00 and will stripe approximately 100 miles of roadway, but she only gets it every other year.

**Engineer Miller** stated she opened the bids for the 2024 paving project on Monday, June 24, 2024 at 12:00 p.m., and she received three bids (McKee Paving, Fillmore Construction and Shelly & Sands) Shelly & Sands had the lowest bid, and Engineer Miller is recommending Shelly & Sands be awarded the project.

**Resolution 130-24**

Motion by Hensler second by Willis to award the 2024 paving project to Shelly & Sands, Inc., with a bid of \$772,230.25.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Resolution 131-24**

Motion by Hensler second by Willis to approve the actual contract regarding the 2024 paving project to Shelly & Sands, Inc., with a bid of \$772,230.25.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Engineer Miller** stated she opened the bids for two bridge replacement projects (Maybee Karn Road & Arch Campbell Road) on June 24<sup>th</sup> @ 11:00 a.m. at the Engineer's office and received three bids, with DGM, Inc. having the lowest bid. Engineer Miller is recommending DGM, Inc. be awarded the project.

**Resolution 132-24**

Motion by Hensler second by Willis to award the Maybee Karn Road and Arch Campbell Road bridge replacement projects to DGM, Inc., with a bid of \$1,085,000.00.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes

**Resolution 133-24**

Motion by Hensler second by Willis to approve the actual contract regarding Maybee Karn Road and Arch Campbell Road bridge replacement projects to DGM, Inc., with a bid of \$1,085,000.00.

Roll Call: Willis, Yes

Hensler, Yes

Haller, Yes



**Resolution 139-24**

Motion by Willis second by Haller to approve the LPA purchase agreement, as presented by JCEDP Director Sam Brady, between the State of Ohio, Department of Transportation and the Jackson County Commissioners.

Roll Call: Willis, Yes Hensler, Abstain Haller, Yes

**Phillip Buffington**, who became the County’s Part-time Grant Writer/Program Administrator on January 29, 2024, has done an exceptional job and has taken on additional responsibilities relating to this new position, which was created to help take the burden off of the commissioners relating to securing grants for the county. Mr. Buffington’s family was present for the recognition.

**Resolution 140-24**

Motion by Hensler second by Willis to approve moving Phillip Buffington, who has been working part time as the County’s Grant Writer/Project Administrator, to full time status, which will go into effect on Monday, July 8, 2024, and will be paid a salary of \$50,000.00 annually.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Additional Appropriation**

To	Description	Amount
245-1100-5316.00	Non-General Equipment	\$ 4,902.00

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Modification of Appropriations**

From	Description	Amount
101-2100-5329.01	Indigent Defense	\$ 18.75

To		
101-0500-5305.00	Other Expense	\$ 18.75

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Modification of Appropriations**

From	Description	Amount
101-2100-5329.01	Indigent Defense	\$ 121.50

To		
101-0500-5102.00	Employee Salary	\$ 121.50

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Modification of Appropriations**

From	Description	Amount
101-1200-5301.00	Supplies & Repairs	\$ 4,768.00

To		
101-1200-5318.00	Contract Services	\$ 4,768.00

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Additional Appropriation**

To	Description	Amount
231-1300-5305.00	Project Expense	\$ 58,522.50

Roll Call: Haller, Yes Hensler, Yes Willis, Yes

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Additional Appropriation**

To	Description	Amount
101-2300-5336.00	Vital Statistic Fees	\$ 30,000.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
249-1400-5347.00	Health Insurance	\$ 200.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
262-1000-5301.00	Supplies	\$ 15,000.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
249-1400-5301.00	Supplies	\$ 15,000.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
259-1400-5102.00	Employee Salaries	\$100,000.00
259-1400-5305.01	Contract Inmate Housing	<u>\$100,000.00</u>
	Total:	\$200,000.00
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
101-2600-5713.50	Refunds & Reimbursements	\$ 5,787.54
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Additional Appropriation**

To	Description	Amount
101-0200-5102.00	Employee Salaries	\$ 17,595.02
214-4100-5102.00	Employee Salaries	<u>\$ 14,068.94</u>
101-0200-5302.00	Travel	<u>\$ 2,000.00</u>
	Total:	\$ 33,663.96
Roll Call: Willis, Yes	Hensler, Yes	Haller, Yes

**Dog Warden Weekly Report June 22<sup>nd</sup> – June 28<sup>th</sup>, 2024**

Picked up	5
Brought in	2
Owner Surrender	0
Returned to Owner	0
Adopted	3
Rescued	0
Weekly Total	28
Calls Received	65

**The Auditor's office** submitted the following reports for the Commissioner's review: Statement of Cash, Revenue report, Expense report, Revenue & Expense Audit reports & Expense Transaction ledger.

Motion by Hensler second by Willis to pay the vouchers.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Motion by Hensler second by Willis to approve the vouchers.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Resolution 141-24**

Motion by Hensler second by Willis to approve the Notice to Proceed for Jackson Brothers Construction regarding the 2023 CDBG Jackson Sewer Project.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Resolution 142-24**

Motion by Hensler second by Willis to approve the Vendor Purchase of Service Contracts between Jackson County Job & Family Services and Jackson-Vinton Community Action, as well as the Jackson County Board on Aging.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Resolution 143-24**

Motion by Hensler second by Willis to approve the Purchase of Service Agreement between Jackson County Job & Family Services and Laina Rogers, Attorney.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Resolution 144-24**

Motion by Hensler second by Willis to approve the Subgrant Agreement between the Jackson County Department of Job & Family Services and Northwoods Consulting Partners, Inc.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

**Executive Session**

Motion by Hensler second by Willis to enter into executive session @ 10:51 a.m. for confidential business information of an applicant for economic development assistance.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

Back in session @ 11:01 a.m. with the following action:

Because of a conflict, Commissioner Hensler will take over the roll of Inspector of Housing for CHIP.

**Resolution 145-24**

Motion by Hensler second by Haller to approve Commissioner Hensler as the Inspector of Housing for CHIP, with Commissioner Willis still maintaining the responsibility of reviewing insurance, prevailing wage, construction & final wage compliance.

Roll Call: Willis, Yes Hensler, Yes Haller, Yes

News Media Representation:  
Alex Shope, The Telegram

**ADJOURNMENT**

MR. HALLER ADJOURNED THE MEETING

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Paul Haller, President

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Donnie Willis, Commissioner

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Jon Hensler, Vice President

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Carla Marcum, Administrator